



**City Council Work Session Agenda**

**October 28, 2013  
7:00 P.M.**

*Call to order in the Multipurpose Room, Central Services Complex*

- I. General discussion and strategic discussion on goals of Land Bank as approved by the City Council.
- II. General discussions of the policies and procedures of City boards and commissions, including but not limited to the Highland View Redevelopment Board, attendance review, and bylaw structures.

## COMMUNITY DEVELOPMENT DEPARTMENT MEMORANDUM

13-39

DATE: October 21, 2013  
TO: Mark S. Watson, City Manager  
FROM: Kathryn G. Baldwin, Community Development Director   
SUBJECT: LAND BANK NEXT STEPS

An Ordinance creating the Oak Ridge Land Bank passed City Council on September 9, 2013. The next step in establishment of the Land Bank is creation of the Board of Directors and establishing priorities to govern disposition of properties. In addition, goals and objectives of the Land Bank should be conveyed by City Council.

### **Board of Directors**

Creation of the seven-member Board of Directors initially consists of identifying areas of expertise that should be represented through the Board membership. Suggestions may include: a Council Representative, an Attorney, Real Estate Agent, Real Estate Appraiser, Banker with real estate financing experience, Building Contractor with renovation and/or remodeling experience, professional Home Inspector, Citizen with prior work with Non-Profit Housing Organizations and Tax Credit Projects, an individual with experience in grant writing and citizens at large.

### **Goals and Objectives**

The second issue is to convey a set of goals and objectives for the Land Bank to reach. This could include:

- Stabilize or increase property values
- Neighborhood revitalization by enhancement of quality of life elements
- Encouragement for neighborhood reinvestment
- Ensure compliance with Life Safety and Construction Codes
- Preserve and enhance our residential neighborhoods
- Reduce the number of vacant/abandoned buildings
- Increase Occupancy levels
- Diversify methods of Property Acquisition
- Formalize procedure for donation of private property
- Establish working relationship with banking Institutions
- Act as a proponent for changes to State Property Tax Foreclosures
- Provide clean titles to private sector
- Brownfield redevelopment
- Make properties available for market based properties

### **Disposition of Properties**

The third action Council must take is to establish a hierarchical ranking of priorities for disposition of real property. This ensures that as the Land Bank Board of Directors manages property acquired, the ultimate use and disposal meets criteria and goals established by City Council. This is a requirement of the Land Bank Ordinance and Tennessee State Statute. Such uses may include:

- Promote home ownership and affordable housing
- Use for public spaces, wildlife habitat and community gardens
- Return property to productive tax-paying status
- Assemble small tracts of land for economic development
- Land banking of property to promote newly constructed middle income housing
- Utilize property as rental pending identification of development opportunities
- Promote side yard sales where appropriate

The last issue is to determine any specified voting/approval procedure for the disposition of property. This may take the form of a weighted vote, a required majority vote of the entire membership or allowing the Board of Directors to specify their own procedure including authorizing staff to enter and execute agreements of conveyance.

### **Resolution**

These issues will be affirmed by formal resolution in the regular City Council meeting in November. City staff is seeking direction regarding the above mentioned details from Council members in preparation of that resolution with the goal of seeking appointments to the newly established Land Bank Board of Directors in December. This will enable the Land Bank Board of Directors to initiate their activities in January 2014.